

**Minutes
IA/VR Workgroup
September 11, 2002**

The IA/VR Workgroup Committee held a meeting at the Prescott Union Public Education Agency Board Room, 146 South Granite Street.

Welcome and Introduction

Wendy Collison welcomed the group and each individual present introduced themselves and the agency they represent.

Jozef de Groot called the meeting to order.

Committee members

*Skip Bingham
Karen Davis
*Jozef de Groot
Amy Henning
*Peggy Mejia
*William McQueary
*Bill Rabe
*Craig Warren

Harriet Caruso
*Ida Fitch
*Chris Harmon
Barbara Knox
Steve Mishlove
*Lawrence Powers
*Velma Spencer

Others

*Marian Sparling
*Wendy Collison
*Alice Peru
*Betty Schoen

*means individual was present

REPORT ON PAID FOLLOW-UP SERVICES BY THE SCHOOLS FOR YTP STUDENTS THROUGH THE YTP/IGA

Wendy and Bill McQueary reported on their efforts to date to clarify this issue.

It was explained that the only approach to clear up the issue of allowing follow-up services to be written into an IGA between RSA and a Public Education Agency would be for schools to make a case to permit such services to be in an YTP/IGA to the A.G. who advises ESS (Exceptional Student Services). The ESS A.G. would then need to convince the DES attorney of the same. The A.G. for DES has ruled that an IGA cannot contain activities that are outside of the scope of their legislated authority/responsibility and that follow-up services are not part of their legislative mandate.

RSA uses the IGA authority for its YTPs rather than competitive procurement contracts. Contracts must be negotiated using competitive rules under the State procurement laws. Schools would have to compete with everyone else. Since RSA already contracts for most of the services provided under YTPs for its other clients, it may not be able to re-advertise for the services provided through schools under their YTP before the current contract cycle is over. Wendy will work with Steve, Bill McQueary, et al. to research this issue further with the ESS A.G.

MEMBERSHIP REPORT

Need for additional members was discussed by categories, as follows:

Students

Wendy reported on her discussion with Barbara Knox. Barb had reservations about identifying students to be members of the committee. Her issues included the difficulty of finding two Transition students who have graduated and are willing to participate because they are now either working or going to school. There was also some question about the appropriateness of students attending meetings which so far have had agendas that seem inappropriate or of no interest to students.

The discussion resulted in decisions that:

- 1) all 4 students would be drawn from those currently in school and would be selected by schools
- 2) the committee agenda needs to change to include items of interest and concern to students
- 3) the agenda will be structured so that students would not need to attend the entire meeting
- 4) meetings will be held, if possible, using the RSA teleconferencing system, thereby eliminating travel issues.
- 5) Wendy will work with the five special education directors to identify students, agree on and provide some orientation to the students, and invite the students to the next meeting in January.

AzBLN and SRC

Skip does not yet have a response for his request to the AzBLN for an employer representative or a representative from the State Rehabilitation Council (SRC). He will pursue.

Tribal Reps

Three tribal representatives have been identified and will be added to the membership list. They were not able to make today's meeting.

PRESENTATION BY PHIL CLAYTON (VR CSLR IN PRESCOTT)

Phil:

- Presented all members with a notebook of information
- Reviewed and discussed curriculum that has been devised by the West Yavapai Transition Team
- Explained how the Transition Team works together

Curriculum information was useful and enlightening. Student-led IEPs are an essential part of the curriculum for the first of four semesters. Decisions are also made at this time whether students will enter a Youth Transition program or be directly placed in community jobs for work experience, etc.

The transition team has had many accomplishments including the development of special curricula at the community college level. The team comprises: 3 Special Ed directors, Teachers, Representatives from DDD and RSA, Yavapai Exceptional Industries, Parents, Community College ADA coordinator, community job developers, and observers. The team has a yearly agenda and works more on system changes than individual

case/client problem solving.

UPDATES ON ACTIVITIES FROM LAST MEETING

1) Presentation at ADE's Director's Institute

Bill, Wendy, Betty and Vee will do the presentation. Wendy is coordinating presentation materials consisting of:

a) Updated PowerPoint presentation;

The current PowerPoint will be updated by Bill/Wendy and reviewed by Chris.

b) Resource list of STW practitioners;

Everyone committed themselves to provide Wendy with lists of individuals (with their phone numbers and emails) who are doing exemplary things and are willing and able to share their experiences with others. **Due date to Wendy is Sept. 25**

c) FAQ (Ten most Frequently asked Questions and their answers).

Joe and Christine volunteered to start a list of FAQs and their answers using the IA as the basic source. They will get input from others and send the results to Wendy by Sept. 25. Wendy will add FAQs proposed by the schools and send the proposed final list to committee members for review and OK. Suggestions incl.: basic definition of STW, YTP, VR, ESS; when to refer; who is most suitable for YTPs; what is OOS

The intention to place as much of this information as possible on the ADE web site, RSA Intranet (for its staff) and on the RSA Web page.

This information can also be used at other conferences such as "Charter Conference".

2) Charter school's eligibility to negotiate IGAs with RSA/VR

The legal opinion by the A.G.'s office that Charter schools cannot enter into IGAs needs to be revisited. Wendy will pursue this with the ESS A.G. who should be the most knowledgeable in this area. Letter of the original legal opinion is attached to these minutes.

3) Letters of understandings between local VR offices and local high schools

Pete Vargas, before he left RSA, had written letters of understanding with most of the schools within his area of influence. The template that was developed as part of the Statewide Interagency Agreement seems satisfactory. The rest of the State is encouraged to use it as a starting point for writing local arrangements.

4) Training

No report. Phil's materials are useful for training. There has been a proposal that next year's ADE Transition Conference be a joint one and used to share information and do cross training.

5) Survey results

All survey responses (asking individuals whether they knew about the IA) have been reviewed. Requests for copies of the IA were honored in those instances where respondents could be identified. As a result, 34 respondents received a copy of the IA.

AT TRANSFER

Agreement was reached to study this issue. Joe will coordinate.

Parties to the discussion need to include:

- ❖ RSA (Ed House, Blindness Council, Sue Lehew, J. De Groot);
- ❖ DDD (Jon Hash);
- ❖ ASDB (Judy Parish);
- ❖ School Personnel (Peoria - Bill Rabe, others to be identified by Wendy);
- ❖ ADE (Marcie.); Southwest Human Development (Cheryl Belitskyi);
- ❖ AzTAP.

The discussions are exploratory and will take time.

STANDARD AGENDA FOR THIS COMMITTEE

Joe suggested that members agree on some standard agenda items. The Committee agreed that all meetings will have the following ingredients:

- **Administrators' update -**
An update on issues and events impacting the two State Agencies (DES/RSA and ADE/ESS) that may impact directly or indirectly on the IA
- **Staff reports (Wendy, Chris)** - State level reports from ADE and RSA of pertinent info. such as: # of VR transition clients; # of active YTPs; # of Transfer Agreements and their \$ value; complaints received, etc.;
- **Committee Members - RSA Regional and Public Education Agency reports –**
An important function of the committee is to share information, to generate interest, to support each other's efforts, and to create some competition. Committee members were selected to represent not just themselves but all of their areas. The meetings are an opportunity to report on activities and events, accomplishments, successes, problems, exemplary practices. This requires School Reps to collect info from peers, etc. and RSA managers to obtain updated info from offices/staff.
- **Perspectives/Reactions from students**
- **Training Reports** - past and upcoming training and educational events
- **Special Agenda items –**
 - ❖ Special presentations,
 - ❖ Project reports,
 - ❖ Committee reports, etc.

NEXT MEETING
January 8, 2003
At RSA Teleconferencing sites
(Flagstaff, Phoenix, Tucson, Yuma)
10 AM to 3 PM

AGENDA (PROPOSED)

- **Administrators' Update**
- **Staff Reports (Statewide)**
- **RSA/Region and Public Education Agency reports**
- **Training activities, past and future**
- **Special reports**
 - ❖ A.G.s determinations on the 2 legal issues being pursued
 - ❖ Update on AT transfer activity
 - ❖ Reports on presentation at Director's Institute
 - ❖ Report and review of the resource materials that have been developed and how they are being disseminated
- **Student Led IEP Video and discussion**